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Sixteenth United Nations Regional Cartographic Conference for Asia and the Pacific
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14-18 July 2003

Documentation for the Conference

Note by the Secretariat

1. The official languages of the Conference are Arabic, Chinese, English, French, Russian and Spanish. English, French and Spanish are the working languages of the Conference. Since the facilities for reproduction of documents at the Conference site will be limited, Governments are asked to forward to the United Nations Secretariat their documents at their earliest convenience, but not later than 30 May 2003, in at least one of the working languages of the Conference. Documents should support the items on the provisional agenda for the Conference.

2. It is important that Governments comply with the deadline for submission of documents so that their papers can be issued in time for consideration at the Conference.

3. Documents may be e-mailed to the United Nations Secretariat in Microsoft Word or PDF formats, to the following e-mail address: javier@un.org. Alternatively, documents may be sent by regular mail to the Secretariat address listed in paragraph 7 below. It is essential that documents be kept to a reasonable length, not exceeding 10 pages. The item of the provisional agenda (E/CONF.95/1) under which the paper is to be presented should also be indicated.

4. Governments submitting multicolour illustrations should send 200 copies of each to the Conference secretariat in New York or submit them at the Conference site for distribution during the Conference, since it is not possible for the United Nations to reproduce such illustrations.

5. Governments are requested to adhere to the above guidelines in drafting their national reports on progress made since the Fifteenth United Nations Regional Cartographic Conference for Asia and the Pacific.

6. The proceedings of the Conference will be issued in one volume, which will be the report of the Conference.

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7. Correspondence relating to the Conference may be addressed to the United Nations Secretariat, as follows:

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